

**MINUTES**  
**TRAVERSE CITY PLANNING COMMISSION**  
**Study Session**

**TUESDAY, June 21, 2016**

**7:30 P.M.**

**Commission Chambers**  
**Governmental Center, 2nd Floor**  
**400 Boardman Avenue**  
**Traverse City, Michigan 49684**

1. **CALL MEETING TO ORDER-** Chairperson Serratelli called the meeting to order at 7:30 p.m.

2. **ROLL CALL**

Mrs. Luick called roll for the Planning Commission.

**PRESENT:** Commissioners Michael Dow, Janet Fleshman, Gary Howe, Vice-Chairperson Linda Koebert, Ross Richardson, Chairperson John Serratelli, Jim Tuller, Jan Warren (arrived at 7:41 p.m.) and Camille Weatherholt

**ABSENT:** None.

**STAFF:** Russ Soyring, Planning Director; Missy Luick, Planning and Engineering Assistant; Tim Lodge, City Engineer

3. **PRESENTATION BY CITY ENGINEER, TIM LODGE, TO DISCUSS SIDEWALK MAP, STREET PATTERN BOOK AND PROJECT UPDATE (Discussion)**

Tim Lodge, City Engineer, presented to the Planning Commission regarding the sidewalk program, status of the street pattern book and a current project update.

Commissioner Warren arrived at 7:41 p.m.

Commission discussion.

4. **TRAFFIC CALMING (Discussion)**

Mr. Soyring explained that the current Neighborhood Traffic Calming Program has been in place since 2011 and has not yet been used perhaps due to lacking City Staff to complete the required traffic count and speed data, the thresholds that need to be met for the Traffic Calming Program to meet warrants and the requirement that residents pay for 25% of the cost for the improvement.

Commission discussion.

Commission consensus is to establish a subcommittee to review the existing Traffic Calming Program.

The following addressed the Commission:

- Adrienne Rossi, 312 W. 7<sup>th</sup> Street

**5. SITE PLAN REQUIREMENTS FOR MECHANICAL EQUIPMENT (Discussion)**

Chairperson Serratelli requested that this item be placed on the agenda due to a recent development placing mechanical equipment near the public sidewalk instead of on the rooftop or at the rear of the property. Current zoning provides requirements for mechanical equipment mounted on rooftops.

Commission discussion.

Commission consensus is to consider a text amendment to the zoning code at a future meeting.

**6. WEST FRONT STREET PLACEPLAN FINAL REPORT (Distribution)**

Mrs. Luick explained that the West Front Street PlacePlan final report will be discussed at the September 20, 2016 study session. In September, a possible recommendation for the Form Based Code section and a discussion and possible recommendation on the City Lot project and which alternative (if any) is preferred.

**7. PUBLIC COMMENT**

The following addressed the Commission:

- Mr. Soyryng announced that an additional workshop for the Envision Eighth Street project will be held on June 29 from 7-9 p.m. at the Park Place Dome
- Chairperson Serratelli announced that the recent edition of Michigan Planner contained an article about housing that is worthwhile for the Commission to read.
- Commissioners Koebert, Howe and Tuller remarked on attending the recent Congress for New Urbanism conference in Detroit.

**8. ADJOURNMENT-** Meeting was adjourned at 9:31 p.m.

Respectfully submitted,

Date: July 6, 2016

Janet Fleshman  
Janet Fleshman, Secretary *RS*